

UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE
CASTILLO DE SAN MARCOS NATIONAL MONUMENT
1 South Castillo Drive, St. Augustine, FL 32084

Application for Photography/Filming Permit - Long Form

Date _____

GENERAL INFORMATION

Company Name _____ Applicant/Agent _____
Address _____ Address _____
City/State/Zip _____ City/State/Zip _____
Phone # _____ Phone # _____
FAX # _____ Beeper # _____
Producer _____ Photographer/Director _____
Insurance Co. _____ Name of Project/Client: _____
Federal Tax No. or Social Security No. _____

Type of Project:

☐ Stills, editorial ☐ Stills, advertising ☐ stills, other ☐ stock video/photo
☐ Feature Film /TV Movie ☐ TV Series/Pilot ☐ Documentary/Travelogue ☐ Commercial
☐ Music Video ☐ Public Service Announcement ☐ Infomercial ☐ Industrial
☐ Other, explain _____ Sound ☐ Yes ☐ No

Summary of scene(s)

SITE INFORMATION:

Total number of days on site: _____ Shoot _____ Prep _____ Strike _____ Hold _____

Night work : ☐ No ☐ Yes, explain _____

SHOOTING SCHEDULE BY LOCATION:

DATE	LOCATION	TIMES	FILM	PREP	STRIKE
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

☐ Exteriors _____

☐ Interior: Building name _____ ☐ Other, explain _____

Set dressing or other structures proposed: ☐ No ☐ Yes, explain _____

To request set construction, off-road activity, trail use, or interior use of building, attach detailed information including proposed Site Plan.

Electrical needs, explain _____ Generator: ☐ No ☐ Yes, size _____

Lighting: ☐ None ☐ Reflectors only ☐ Yes (explain) _____

Road: _____ Date/time: _____

☐ Closure requested

☐ Running shots ☐ Driving shots ☐ Drive-bys ☐ Tow shots ☐ Drive-ups & Away ☐ Wet down road

☐ Camera/Equipment on Road Shoulder ☐ Camera/Equipment on median ☐ Other (explain) _____

OPERATIONAL INFORMATION:

Personnel and Vehicles:

Total Cast & Crew _____ Personal Cars _____ Large Trucks _____ Other Trucks _____ Vans _____

Camera Car _____ Picture Cars _____ Motor homes _____ Dressing Rooms _____

Other Vehicles (explain) _____

Base Camp location _____

Catering Co. Name _____ Phone # _____

SPECIAL ACTIVITIES:

Children: ☐ None ☐ Yes # of Children _____ Age Range _____

Animals: ☐ None ☐ Yes (explain) _____

Trainer Name: _____ Phone # _____

Aircraft: ☐ No ☐ Yes (explain) _____

Special Effects: (identify) _____

Effects Technician Name: _____ Phone # _____

License # (if applicable) _____ Permit # (if applicable) _____

Stunts: (explain) _____

Coordinator _____ Phone # _____

Any other unusual or hazardous activities. Explain _____

Attach pages to provide additional information for permit consideration.

Person on location responsible for company's adherence to all terms & conditions of Film Permit:

Name: _____ Title: _____ Phone: _____

Person on location responsible for coordinating activities with the NPS:

Name: _____ Title: _____ Phone: _____

Person at the company office to contact for follow up information and billing:

Name: _____ Title: _____ Phone: _____

I hereby state that the above information given is complete and correct, and that no false or misleading information or false statements have been given. All estimates are reliable to the best of my knowledge and I have the full authority to represent the applicant/production company and the project described above.

Signature _____ **Title** _____

Date _____

Company Name _____

Information provided will be used to determine whether a permit will be issued. Completed application must be accompanied by an application fee in the form of a cashiers check or money order in the amount of \$50.00 made payable to **National Park Service**. Application and administrative charges are non-refundable.

*This completed application should be mailed to: **Special Use Permit Coordinator, Castillo de San Marcos National Monument, 1 South Castillo Drive, St. Augustine, FL 32084.***

The above application form is provided is provided with the understanding that parks will insert appropriate park names and addresses as desired. In addition, parks are encouraged to request (under separate sheets) any additional information needed to address specific park needs.

The applicant must sign and attach a disclaimer of authenticity of the information submitted.

Paperwork Reduction Act Statement: This information is being collected to allow the park manager to make a valued judgement on whether or not to allow the requested use. All the applicable parks of the form must be completed.

Estimated Burden Statement: Public reporting burden for this form is estimated to average 60 minutes per response including the time it takes to read, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the National Park Service Program Manager, Special Park Uses, Ranger Activities Division, 1849 C Street, NW., Washington, D.C. 20240 and to the Information Collection Clearance Officer, Washington Administrative Program Center, 1849 C Street NW., Washington, D.C. 20240. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number.